

To all Parishioners - You are invited to attend a meeting of Tivetshall Parish Council at Tivetshall Village Hall on 13 November 2012 at 7.30pm. The press are welcome to attend

Agenda

1. **To consider members for co-option**
2. **To consider accepting apologies for absence**
3. **To approve the minutes of the last council meeting/s:**
4. **To delegate authority to the Proper Officer to approve dispensation requests on behalf of council where council is otherwise inquorate**
5. **To record declarations of interest from members in any item to be discussed**
6. **To consider dispensations from members in any item to be discussed**
7. **To adjourn the meeting to allow public participation**
8. **To re-convene the meeting**
9. **To receive the Chair's report**
10. **To receive an update from the Clerk & outstanding actions (for information only)**
11. **To consider new & outstanding planning applications**
12. **To review the updated Asset Register**
13. **To consider a draft budget for final approval in January 2013, subject to government guidance**
14. **To review the advertising rents for the Grapevine for 2013/14**
15. **To consider a donation for the wreaths for Armistice**
16. **To complete outstanding paperwork for bank signatories including an application for online access**
17. **Finance**

17.1. **Bank Balances**

| | | |
|-------------------------|-------------------------|-----------|
| 17.1.1. Current Account | Statement date 11/10/12 | £7,778.85 |
| 17.1.2. Account Plus | Statement date 16/08/12 | £6,260.65 |

17.2. **Account Payments**

| | | |
|------------------------|---------------------|---------|
| 17.2.1. A Pullen | Salary - November | £186.99 |
| 17.2.2. A Pullen | Expenses – November | £35.61 |
| 17.2.3. A Pullen | Salary – December | £186.79 |
| 17.2.4. A Pullen | Expenses – December | £23.50 |
| 17.2.5. Primrose Press | Invoice 13817 | £115.20 |
| 17.2.6. P West | Community Car Share | £3.74 |
| 17.2.7. SALC | Training (Chair) | £117.60 |
| 17.2.8. HMRC | Q3 PAYE | £140.20 |

18. **Correspondence received**
19. **To receive and discuss items from Parish Councillors**
20. **To receive items for the next Agenda**
21. **Date and time of next meeting**
22. **Meeting close**